



**Tony Evers, Governor**  
**Dan Hereth, Secretary**

March 17, 2023

Ryan Brown, Planning and Zoning Director  
County of Waupaca  
811 Harding Street  
Waupaca, WI 54981  
[ryan.brown@co.waupaca.wi.us](mailto:ryan.brown@co.waupaca.wi.us)

**VIA EMAIL**

Re: County of Waupaca Jurisdiction Request for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Ryan Brown,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over construction and inspection of new one- and two-family dwellings and camping units.

Pursuant to Wis. Stat. §§ 101.65(1) (a) and (2m), § 101.651(2m), and § 101.63(1), the Department delegates your municipality the primary responsibility to perform permitting and inspecting for all installations under Wis. Admin. Code §§ SPS 320.08(1) and SPS 327.09(1) to be constructed within the limits of your municipality.

At the time of this letter, your municipality is delegated for the Town of Dupont, Town of Farmington, Town of Iola, Town of Lind, Town of Matteson, and Town of Scandinavia.

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a certified copy of all adopted ordinances and subsequent amendments within 30 days of adoption by the municipality, and
- Maintain an approved method of enforcement as identified in Wis. Admin. Code § 320.06(1)(b).
- File a copy of each Uniform Dwelling Code permit to the Department, in accordance with Wis. Stat. § 101.65(4).

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

The Department understands that General Engineering Company is the primary code enforcement contact for your municipality and that they have the proper certification to do so.

Our UDC consultant for your area, Jack Wotruba, at (920) 360-0020, is available to assist in any questions or concerns your municipality may have with UDC or camping unit permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: Rodney Schoepke, General Engineering Company  
Kathy Kasza, Town of Farmington



**Tony Evers, Governor**  
**Dan Hereth, Secretary Designee**

December 12, 2023

Doug Hines, Clerk  
Town of Helvetia, Waupaca County  
E2544 County Road GG  
Iola, WI 54945  
[helvetiaclerk@gmail.com](mailto:helvetiaclerk@gmail.com)

**VIA EMAIL**

Re: Town of Helvetia, Waupaca County, Jurisdiction for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Doug Hines,

The Department has received your notice to relinquish jurisdiction responsibilities for one- and two-family dwelling units and camping units under [Wisconsin Administrative Code §§ SPS 320.06\(1\)\(c\)3 and 327.06\(1\)\(c\)](#).

Pursuant to Wis. Admin. Code § SPS 320.06(2), Waupaca County will assume jurisdiction of the responsibilities listed above on January 1, 2024. Coordinate with Waupaca County for all UDC and camping unit projects currently under permit preceding this date.

If your municipality decides to perform another request for delegation, please follow the provisions of Wis. Admin. Code §§ SPS 320.06(1) and 327.06(1) by providing the required documentation to the Department. See the Department's [Delegated Agents](#) page for more information.

Sincerely,

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: Waupaca County